



Nursing Care Quality Assurance Commission  
Licensing and Disciplinary Sub Committee  
August 27, 2007  
Telephone Conference Call 7 – 9 p.m.  
310 Israel Road SE, Olympia, WA 98504

---

## DRAFT Minutes

---

### **Sub-Committee Members:**

Jackie Rowe (Chair), Rick Cooley, Susan Wong, Louise Kaplan, Bill Hagens

### **Absent:**

### **DOH Staff:**

Mary Dale, Donna Rogers, Karl Hoehn

### **I. Call to order**

The meeting was called to order at 7:05 p.m.

### **II. Roll call**

### **III. Approval of minutes from last meeting**

### **IV. Old business**

#### **1. Mandatory reporting**

#### **Renewal cards – IT will not make any changes to ASI system**

- How will new system address renewal cards

Currently, cards are pre-printed w/ CE info; subcommittee wants to change this info to mandatory reporting info. (pre-printed w/ info and sent to DOH for ASI info to be printed) If still using the same cards within the new system, we change them now.

### **ACTION:**

Mary will send e-mail to all subcommittee re; cards

Donna will talk with Teresa re; understanding of cards

## **2. Video script**

Jackie and Rick will review the script

## **3. ARNP national certification letter sent to all ARNP's re; maintaining National certification. Discussed the need for a database system to notify ARNP's whose national certification will expire.**

Louise will talk to Paula re; setting up a database

## **V. New business**

- Jackie: Laura Farris asked about NCQAC standards versus HPQA guidelines at last NCQAC meeting. HPQA guidelines may be more strict (longer probation, etc) Rather than go through them line-by-line, it was decided take them to L & D subcommittee to review. We need to determine how to handle when there are discrepancies between the two sanction models.
- Karl – The Commission guidelines are very detailed compared to the HPQA document. Using the nursing guidelines as primary and HPQA as secondary should work. The conflict would be if NCQAC went with more stringent HPQA guidelines on a case. (treating cases/persons differently)
- They should be compared line by line (by legal) or with NCQAC as primary and HPQA as secondary.

### **Decision**

Legal will compare 2 documents and send a written report to the subcommittee.

Put on next agenda for subcommittee; decision for Nov. meeting

### **Adjournment**

The meeting was adjourned at 8:00.